

NOTICE RE TELEPHONE APPEARANCE PROCEDURES FOR
JUDGE CLARK WADDOUPS' CASES
EFFECTIVE FEBRUARY 22, 2010

I. POLICY GOVERNING TELEPHONIC APPEARANCES

Telephonic appearances are allowed in **all matters** before Judge Clark Waddoups in Courtroom 102 **with the exceptions of Trials and Evidentiary hearings** (all counsel and all witnesses must appear in person) and such other matters as designated by the Court as requiring a personal appearance.

No telephonic appearance will be allowed unless it is made through **CourtCall**, an independent conference call company, pursuant to the procedures set forth in Section II. If an individual schedules a telephonic appearance and then fails to respond to the call of a matter on calendar, the court may pass the matter or may treat the failure to respond as a failure to appear. Scheduling simultaneous telephonic appearances in multiple courts does not excuse a failure to appear.

Individuals making use of the conference call service are cautioned that they do so at their own risk. Hearings generally will not be rescheduled due to missed connections.

II. SCHEDULING A TELEPHONIC APPEARANCE

By Telephone: Absent an emergency, telephone appearances may be arranged by calling **CourtCall** at **(866)582-6878** not later than **12:00 noon** the court day prior to the hearing date. Any request for a telephonic appearance made after the noon deadline must be Court approved by contacting Judge Waddoups' Courtroom Deputy, Jeff Taylor, at 801-524-6123 or Administrative Assistant, Adriane Wright, at 801-524-6600.

III. PROCEDURE FOR TELEPHONIC APPEARANCE

CourtCall will provide counsel with written confirmation of a telephonic appearance, and give counsel a number to call to make the telephonic appearance. It is counsel's responsibility to dial into the call not later than 10 minutes prior to the scheduled hearing.

CourtCall does not place a call to counsel.

The initial charge per participant for a CourtCall appearance is \$25 for the first 45 minutes you are connected. For each additional 15 increment the charge is \$6.50. If you do not timely call and connect with the CourtCall operator, you will be billed for the call and the hearing may proceed in your absence.

Telephonic appearances are connected directly with the courtroom's public address system and electronic recording equipment so that a normal record is produced. To ensure the quality of the record, the use of car phones, cellular phones, speakerphones, public telephone booths, or phones